

STOCKTON-ON-THE-FOREST PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON WEDNESDAY 29 NOVEMBER 2017 AT 7.30PM**

Councillors Present: John Coldwell (JC) David Crossley (DC)
Russell Dowson (RDM) Rosie Dunn (RDF)
Allan Piper (AP) Ken Sawyers (KS)
Chris Small (CS)

In Attendance: Fiona Hill (FH) – Parish Clerk
CYC Ward Cllr Paul Doughty (PD)

Public Present: 0

18/99 To accept apologies for absence:
None

18/100 To record declarations of interest in items on the agenda:
AP – 5.2 and 12.1

18/101 To confirm the minutes of the Meeting held on Wednesday 25 October 2017:
These Minutes were approved

18/102 To discuss matters arising from previous minutes:
None

18/103 To discuss long-standing matters:

1. Appearance of the parish e.g. grass cutting/litter -
FH was asked to chase up yet again Aspects as the strimming had not been done. FH was asked to report to CYC faded speed signs at HLS. FH was asked to chase up Community Payback, who had said they would look at working at HLS
2. Light between church and public house
PD had chased this up with the department director
3. Yorkshire Marathon
Overall things were OK in SOTF, but is was the usual chaos in HLS, as it should be manned
4. City of York Local Plan
FH would draft a respond and circulate around Cllrs before submitting to CYC
5. Barr Lane Proposed Closure
NTR

6. Strensall with Towthorpe PC Neighbourhood Plan

NTR

9. City of York Council – Speed Management 16/17 Hopgrove Lane South

NTR

10. Damage to bus shelter outside The Fox Inn

PD reported that he had written to Transdev/Coastline and they had agreed to pay half of the replacement cost. Ward funding would cover the other half

DC arrived at the meeting

18/104 To receive any matters raised by members of public:

None

18/105 To report and make relevant recommendations on new planning applications:

Letter A: We support the application

Letter B: We have no objections

Letter C: We do not object but wish to make comments or seek safeguards as set out overleaf

Letter D: We object on the planning grounds set out overleaf

1. 17/02292/FUL Whitecroft, Sandy Lane

Letter C Proposed: JC Seconded: AP Unanimous

- Any work to include the property onto mains sewerage should not impinge on other properties.
- Must seek protection of neighbours, due to previous history of flooding, so adequate safeguards must be put in place for both surface water and foul water

18/106 To report planning decisions by City of York Council:

None

18/107 To receive reports from representatives of following outside bodies:

a. Footpaths

FH would contact the CYC Chief Executive, as the signage was still not in situ

b. Foss (2008) Internal Drainage Board

DC reported there was a meeting on the previous Monday and the Ash Trees/Bottery Bush opposite Carlton Farm on Sandy Lane were discussed.

c. North Yorkshire Police, Safer York Partnership

FH had circulated the monthly report and Cllrs reported a recent road traffic accident

d. Stockton Hall Hospital

DC reported that the last meeting had been cancelled and the next meeting was still to arrange

18/108 To discuss the Stockton-on-the-Forest Play Area:

AP had conducted last month checks and KS would conduct next month's checks.

DC reported that Danby's had nearly completed the installation work.

DC reported that the Parish Council has been gifted two benches, which are sited, but not fixed on the play area.

18/109 To report any new correspondence received by the council:

1. Smoking outside Stockton Hospital

The Parish Council had received an email from a parishioner who was concerned about litter. This was discussed and it was unanimously agreed to respond as follows – “An increase in litter has not been noticeable to members of the Parish Council, but they will monitor the situation. The Parish Council does attend the liaison meetings at the hospital and will raise your concerns at the next meeting, but have no powers over the hospital”.

18/110 To receive matters raised by members:

- FH was asked to write again to CYC about the return of fly-posting on the bridge at HLS junction
- FH was asked to seek an update from CYC Planning Enforcement regarding Parkers
- FH was asked to report overgrown vegetation hiding the 30 MPH signs at HLS
- DC reported that he had contacted CYC to ask if there was an infringement on to the highway and they advised not, that is was OK.
- Cllrs agreed that they wanted to pursue the left filter lane at Hopgrove Lane South and FH would contact the Huntington Ward Cllrs Cullwick, Orrell and Runciman
- FH was asked to research what options were available to assist with speeding.

18/111 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records for the year ending 31Mar18 to date

FH circulated a bank reconciliation, showing a balance of £461111.81 and an Income & Expenditure report.

2. Internal Control Checks

Cllrs conducted these checks and found everything to be in order.

3. Property/Asset Checks

CS would work with the template and report back

4. Matters raised by/with Yorkshire Local Councils Association (YLCA)

4.1 Transparency Code Funding

FH suggested delaying any purchased and ring-fencing the monies. This would be reviewed either when equipment was needed or there was a threat of “Use It OR Lose It”

5. To approve the following invoices for payments

5.1	Fiona Hill	Salary	£261.28	101159
5.2	Holy Trinity Church	Grant	£400.00	101160
5.2	Aspect Hort	Play Area Grass Cutting	£141.64	101161

18/112 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall as:

29 November 2017	20 December 2017		
31 January 2018	28 February 2018	28 March 2018	25 April 2018
30 May 2018	27 June 2018	25 July 2018	29 August 2018
26 September 2018	31 October 2018	28 November 2018	19 December 2018

The Pensions Regulator - Duties Checker

Stockton-on-the-Forest Parish Council is an employer who has to provide a pension

Their Staging Date is 01 January 2016

What you need to do and by when:

1. Confirm who to contact - Done

FH has exchanged emails with The Pensions Regulator to advise them that both the Primary Contact and the Secondary Contact is Fiona Hill

2. Choose a pension scheme - Done

The Parish Council have enroled with Now Pensions Trustee Ltd, 164 Bishopgate, London, EC2M 4LX with assistance from Ardent IFA Ltd, 80 Clifton, York, YO30 6BA. Tel: 01904 655330. Email: hello@ardentuk.com

Type of pension scheme:	Occupational
Employer pension scheme reference (EPSR):	1D81
Pension scheme registry number (PSR):	12005124

3. Work out who to put into a pension - Done

The Parish Clerk is an Entitled Employee and the Employer is not required to automatically enrol them into the workplace pension scheme. The Employee is entitled to join the scheme, but the Employer does won't have to contribute.

4. Write to your staff - Done

Parish Clerk fully informed

5. Declare your compliance - Done

Confirmation letter received 20May16